

EMPLOYEE TRAINING RECORD		
TRAINING TITLE Toxic Materials		
<p style="text-align: center;">KEY TEACHING POINTS</p> <ul style="list-style-type: none"> • If you look up the word "toxic" in any dictionary, you'll find that it means "poisonous." Most people want nothing to do with poisonous materials, but many people work with them every day. Many of the benefits we enjoy, such as safe water and food, medicine, and transportation are made possible through the use of toxic materials. • First, what exactly does "toxic" mean? We already know it means "poisonous," but let's take a closer look. "Toxicity" refers to a material's ability to harm living things. Some toxic materials, or toxins, may irritate the nose, eyes, and skin. Others may damage the body's internal organs. Other toxins may cause suffocation, sterility, cancer or other diseases. Some can be immediately fatal. Some materials don't appear toxic at all to adults, but can seriously damage an unborn child. Others may cause cell mutations, creating abnormalities in future generations. A material's toxicity is determined by two things: the amount of the material necessary to cause harm, and the possible extent of the damage. • The potential negative health effects sound awful, and indeed many of them are. But don't forget that thousands of toxic materials are used safely every day. Exposure to a toxic material can occur in many ways. The material can be inhaled, ingested, or absorbed through the skin or eyes. Slight exposure does not necessarily mean minimal damage. The more highly toxic a material, the lower the permitted exposure. • There are many ways to control exposure to toxic materials. Make sure you know exactly what you're working with. Follow the instructions of your company policies and the material's Material Safety Data Sheet (MSDS) for use, storage, and disposal of toxic materials. Make sure you know what PPE is appropriate and use it faithfully. Always practice common sense hygiene by washing your hands before you eat. All of these procedures are designed to help keep you healthy, so be sure you follow the requirements. If you do have any problems with a toxic material, report it immediately. • Toxic materials can be used safely for many beneficial purposes, but they demand an attitude of healthy respect. You need not fear the toxic effects if you know how to control them properly. Don't learn about toxic material hazards the hard way! Keep yourself healthy. Take the time to learn about the hazards of the materials you work with, and how to protect yourself and others from the danger. 		
TEST		
QUESTION	ANSWERS	
	TRUE	FALSE
1 Exposure to a toxic material can occur in many ways.		
2 Take the time to learn about the hazards of the materials you work with, and how to protect yourself and others from the danger.		
3 "Toxicity" refers to a material's ability to harm living things.		
4 Thousands of toxic materials are used safely every day.		
5 A material's toxicity is determined by two things: the amount of the material necessary to cause harm, and the possible extent of the damage.		
EMPLOYEE'S NAME	EMPLOYEE'S SIGNATURE	DATE
INSTRUCTOR'S NAME	INSTRUCTOR'S SIGNATURE	DATE